The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	ALLENTOWN	Community and Economic
		Development
HOPWA Administrator	ALLENTOWN	Pennsylvania Department of Health
HOME Administrator	ALLENTOWN	Community and Economic
		Development
ESG Administrator	ALLENTOWN	Community and Economic
		Development

Table 1 - Responsible Agencies

Narrative

The lead agency for the Consolidated Plan is the City of Allentown's Department of Community and Economic Development, which also administers the CDBG, HOME, and ESG programs. Other participating City agencies include the Bureau of Building Standards and Safety, the Bureau of Planning and Zoning and the Department of Public Works. In addition, the Allentown Housing Authority (AHA) will play a large role in providing and managing housing programs covered by this plan. Coordination with various non-profit organizations, such as Community Action Committee of the Lehigh Valley, Lehigh Conference of Churches, Lehigh Valley Center for Independent Living, and the Salvation Army, will also be important.

Consolidated Plan Public Contact Information

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Community and Economic Development

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PR-10 Consultation - 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Allentown has prepared a Five-Year Consolidated Plan for the Years 2015 through 2019 in order to strategically implement federal programs that fund housing, community development and economic development activities within the City. Through a collaborative planning process that involved a broad range of public and private agencies, the City developed a single, consolidated planning and application document for the use of federal entitlement funds available through the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs. The City will submit this 2015-2019 Consolidated and 2015 Annual Action Plan to the U. S. Department of Housing and Urban Development (HUD) on May 15, 2015.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City engaged in an extensive consultation process with the community, local public agencies, and nonprofit organizations in an effort to develop a community-driven Consolidated Plan. From March 12 through April 1, a survey questionnaire was placed on the City's website and distributed to local service providers, and advertised for public input. A summary of the interviews and focus group sessions is included in Citizen Participation Appendix to this plan.

In addition, the City held three Focus Group meetings to identify the affordable housing and community development needs for low-moderate income persons and households, as well as persons with special needs such as disabilities, substance abuse, mental illness, HIV/AIDS and the elderly. The meetings held on March 25 and March 26 included the following topics:

Special Needs of Non-Homeless Group and Homeless Needs Focus Group

Affordable Housing Focus Group

Community Development and Public Works (Non-Housing) Group

Based on the survey responses received by City's Department of Community and Economic Development, several trends and urgent needs were identified, as noted below:

- Housing Needs:Increased affordable housing opportunities (homeownership and rental) for LMI households
- Public Service Needs: More programs for youths and adults, including literacy, job training and increased mobility options

• *Economic Development Needs:*Employment training for City residentsFinancial assistance to upgrade existing businesses

The City and regional service providers acknowledged that the area most in need of CDBG and HOME funds was downtown Allentown, primarily encompassed by the Center City Initiative Area.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

For the past decade, there has been a federal funding requirement that communities and organizations formally work together to develop a "Continuum of Care" (CoC) process to address homelessness at all levels. Since 2005, the City of Allentown has participated in the regional CoC process led by the Allentown/Northeast PA Regional Homeless Advisory Board (RHAB). The Eastern PA CoC Process is one of two regional efforts created to encompass non-entitlement portions of the state in order to receive homeless assistance from HUD. Within the region, the Lehigh Valley RHAB encompasses Lehigh and Northampton Counties, the cities of Allentown, Bethlehem and Easton. The Lehigh Valley RHAB CofC has helped secure \$4 million in competitive federal grants for the region to provide homeless housing and support services during its existence.

The Eastern Pennsylvania CofC (of which LV RHAB is a member) is currently an unincorporated organization that serves as the primary decision-making group for the CoC process. Its responsibilities include ensuring representation of key stakeholders; setting the agenda for full CoC planning meetings; conducting the annual homeless single Point-in-Time count; overseeing the various subcommittees and working groups; completing the annual CoC application; and assisting in reviewing programs, activities, data, and all other efforts that will eliminate homelessness and improve the well-being of homeless persons and families in the northeast region. The City of Allentown is participates with the Continuum of Care in their efforts to address the needs of homeless persons.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The Eastern Pennsylvania CofC (of which LV RHAB is a member) is currently an unincorporated organization that serves as the primary decision-making group for the CoC process, including assistance with determining the allocation of ESG funds, developing performance standards and developing funding, policies, and procedures for the administration of HMIS. Its responsibilities also include ensuring representation of key stakeholders; setting the agenda for full CoC planning meetings; conducting the annual homeless single Point-in-Time count; overseeing the various subcommittees and working groups; completing the annual CoC application; and assisting in reviewing programs, activities, data, and all other efforts that will eliminate homelessness and improve the well-being of homeless persons and families in the northeast region.

Currently, representatives of 50 state, local, and county government agencies, nonprofit homeless and housing providers, and for-profit organizations meet on a monthly basis to address the issues of homelessness in the Lehigh Valley Region as members of LVRHAB. The City of Allentown is among those interested parties.

The City of Allentown's HUD Grants Manager plays an active role in the LVRHAB, having served as cochair for several years and now finishing a three year term as secretary. At the April 14, 2015 RHAB meeting, the City of Allentown presented their proposal for use of ESG funds, along with sharing the draft of the Consolidated Plan and One Year Action Plan. The members of the LVRHAB voted to support these proposals. Many of the LVRHAB members receive ESG funds from the City and participate in the City's planning processes for the use of these funds. Having an active regional homeless advisory board allows Allentown and its neighboring communities a monthly opportunity to address homelessness issues which affect the region.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	2 – Agencies, groups, organizations who participa Agency/Group/Organization	ALLENTOWN
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
2	Agency/Group/Organization	ALLENTOWN RESCUE MISSION
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in Public Hearings and the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
3	Agency/Group/Organization	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING (LVCIL)
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
4	Agency/Group/Organization	COMMUNITY ACTION COMMITTEE OF THE LEHIGH VALLEY
1	Agency/Group/Organization Type	Anti-Poverty advocacy

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	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	by Consultation:	Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Public Hearings and Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
5	Agency/Group/Organization	Allentown School District
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
6	Agency/Group/Organization	The Salvation Army
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
7	Agency/Group/Organization	Sixth Street Shelter
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
8	Agency/Group/Organization	LEHIGH COUNTY CONFERENCE OF CHURCHES
	Agency/Group/Organization Type	Faith-based initiatives
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
9	Agency/Group/Organization	HOUSING ASSOCIATION AND DEVELOPMENT CORPORATION
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
10	Agency/Group/Organization	The Literacy Center
	Agency/Group/Organization Type	Adult and Child Literacy Advocacy
	What section of the Plan was addressed by Consultation?	Economic Development Community Development

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
11	Agency/Group/Organization	CASA GUADALUPE CENTER
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Economic Development Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
12	Agency/Group/Organization	COMMUNITY MUSIC SCHOOL
	Agency/Group/Organization Type	Music Instruction
	What section of the Plan was addressed by Consultation?	Economic Development Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group
13	Agency/Group/Organization	DaVinci Science Center
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Economic Development Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group

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14	Agency/Group/Organization	LEHIGH CARBON COMMUNITY COLLEGE		
	Agency/Group/Organization Type	Services-Education		
	What section of the Plan was addressed by Consultation?	Economic Development Community Development		
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group		
15	Agency/Group/Organization	ST. LUKE'S NEIGHBORHOOD CENTER		
	Agency/Group/Organization Type	Services-Children		
	What section of the Plan was addressed by Consultation?	Economic Development Community Development		
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group		
16	Agency/Group/Organization	ALLENTOWN YMCA & YWCA		
	Agency/Group/Organization Type	Services-Health Healthy lifestyle advocacy and programming		
	What section of the Plan was addressed by Consultation?	Economic Development Community Development		
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Focus Groups held on March 25-26, 2015 on the following topics:Special Needs of Non-Homeless Group and Homeless Needs Focus GroupCommunity Development and Public Works (Non-Housing) GroupAffordable Housing Group		
17	Agency/Group/Organization	Allentown Health Bureau		
	Agency/Group/Organization Type	Other government - Local		
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy		

How was the Agency/Group/Org	nization The Health Bureau was consulted in order to
consulted and what are the anti-	pated obtain updated data on lead based paint
outcomes of the consultation or	reas for regulations and properties where lead has been
improved coordination?	abated, including the number of lead poisonings
	reports. The information obtained will assist the
	Community Development staff in targeting their
	rehab dollars.

Identify any Agency Types not consulted and provide rationale for not consulting

The City's Citizen Participation Process was designed to be open and encouraging to all Agency Types. There were no Agency Types that were not consulted during the Consolidated Planning process

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the
		goals of each plan?
Continuum of Care	Leghigh Valley	The goals of the Strategic Plan are closely coordinated
	RHAB CoC	with the goals of the Continuum of Care. The Department
		of Community Development is an active participant with
		the applicant and administering agency for the Continuum
		of Care.
PHA 5 Year Plan	Allentown Housing	The Goals of the Housing Authority's Five Year Plan are
	Authority	closely coordinated with the goals of providing affordable
		housing for the City
Regional Analysis	City of Allentown	Department of Community Development staff preparing
of Impediments		the Consolidated Plan were actively involved in the
		development and update of the Region's AI. Actions to
		address impediments identified in the AI are incorporated
		in the Action Plan and CAPERs
Safe and Healthy	Center City	Department of Community Development staff preparing
Neighborhoods	Initiative	the Consolidated Plan were actively involved in the
		development and update of the Center City Initiative
		Report

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the
		goals of each plan?
Plan to End	City of Allentown	The Mayor appointed a First Lady's Commission to End
Chronic	and the Lehigh	Chronic Homelessness and to develop a ten-year plan to
Homelessness by	County Conference	end chronic homelessness in the City. During the plan's
2017	of Churches	development, a totalof 53 Commission members met
		regularly as part of four working committees and a
		steering committee, including the Department of
		Community Development staff.

Table 3 - Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

Within Allentown: The institutional structure for providing affordable housing and community development improvements in Allentown involves several main agencies: the Allentown Housing Authority, the Redevelopment Authority of the City of Allentown, and the City. Additional entities involved in the preparation and development of the Center City Initiative include:

Hamilton District Main Street Program
Allentown Promise Neighborhood
Jordan Heights Neighborhood
7th Street Main Street Program
Old Allentown Preservation Association
Community Action Development Corporation

Within PA: The coordination and provision of affordable housing is represented by three essential State agencies: the Pennsylvania Housing Finance Agency and the Pennsylvania Department of Community and Economic Development. The Department of Community and Economic Development provide funds through Federal and State programs. The Housing Finance Agency provides below-market interest rate mortgage financing and the allocation of low income rental housing tax credit financing.

Lehigh County - The City of Allentown works closely with Lehigh County's Department of Community and Economic Development (DCED) to coordinate services and projects funded by both agencies. The DCEO focuses on enhancing the quality of life in all the County's communities by concentrating on the revitalization of our cities and boroughs, spurring economic growth, and supporting regional partnerships among our municipalities

The Federal Government: The U.S. Department of Housing & Urban Development (HUD) provides entitlement grant funds through the Community Development Block Grant (CDBG), HOME Investment Partnership, and Emergency Solutions Grant (ESG) Programs. Discretionary funds may be secured through the HOPE VI, Section 8 Moderate Rehabilitation, and McKinney-Vento Programs, among others.

PRIVATE NONPROFIT ORGANIZATIONS: An important part of the institutional structure for affordable housing development in Allentown is represented by private nonprofit organizations. The city's nonprofit development organizations can be labeled as "specialized" organizations because they focus on fulfilling a small role in the larger picture of delivering affordable housing in a region with great need. These organizations are established either geographically or programmatically.

Most of the city's nonprofit organizations limit their efforts to a small geographic area, such as a block or two within a neighborhood for maximum impact. The focus tends to be on a particular type of housing (e.g. new units for small families) or on meeting a particular need (e.g. rehabilitation of existing units for very LMI households).

Narrative (optional):

Not applicable

PR-15 Citizen Participation

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The goals and strategies for the FY 2015-2019 Five Year Consolidated Plan and the 2015 Annual Action Plan were developed in conjunction with a coordinated public and stakeholder outreach process. Citizen participation was encouraged through participation in the public hearings and review of the Plan during the display period. Citizens were made aware of the process and opportunity to comment on the plan through newspaper advertisements, public hearings, surveys, and focus group meetings.

Applications for funding were sought from members of the community. Outreach was provided through communication with service organizations that serve low income residents in the areas where funds would be spent including the target area, minority and non-English speaking persons, and residents of assisted housing.

On January 27, 2015 public hearings were held at 10:00 am and 5:30 pm. The hearings were held in City Council Chambers, City Hall, 435 Hamilton Street, Allentown, PA. A copy of the sign –in sheets and notices are included in the Citizen Participation Appendice..

Applications for funds were accepted on February 6, 2015. During the week of February 23 to February 27, 2015, Proposal Review Week was held. A panel of four City staff reviewed over 40 applications for funding and during proposal review week, all agencies applying for funds met with the panelists to explain their proposals and answer questions about the challenges and needs of the residents they serve. These meetings were open to the public, although no additional persons attended.

A summary of the draft Action Plan was posted on the City's website on April 6, 2015. In addition, an advertisement was published in *The Morning Call* (on April 4, 2015) advising the public that the plan was available for review at the City's Department of Community and Economic Development, City Hall, 435 Hamilton Street, Allentown, PA.

From March 12 through April 1, a survey questionnaire was placed on the City's website and distributed to local service providers, and advertised for public input. A summary of the interviews and focus group sessions is included in Citizen Participation Appendix to this plan.

In addition, the City held three Focus Group meetings to identify the affordable housing and community development needs for low-moderate income persons and households, as well as persons with special needs such as disabilities, substance abuse, mental illness, HIV/AIDS, the elderly. The meetings held on March 25 and March 26.

The City has an open-ended policy of allowing for citizen input because its Consolidated Plan is contingent on citizen input. This input process also includes meetings with local community groups, particularly those which represent minority and disabled persons, such as Lehigh County Conference of Churches and the Lehigh Valley Center for Independent Living. The City also works with Allentown Housing Authority, as well as private housing advocacy groups, to encourage the participation of the public housing residents.

Citizen Participation Outreach

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1	Publi	Non-	The City conducted four public meetings to solicit input into the preparation of the Consolidated	Α	All
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2	Focu	Non-	I. Wednesday, March 25 at 1:30 PM to 3:30 PM - Special Needs Focus GroupLocation:	A	All
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3	Focu	Affor	II. Thursday, March 26 at 10:00 AM to 11:30 AM - Affordable Housing Focus GroupLocation:	Α	All
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4	Focu	Com	Community Development and Public Works (Non-Housing) GroupIII. Thursday, March 26 at	Α	All
	S	muni	1:00 PM to 2:30 PM - Community Development Focus GroupLocation: City Council Chambers	sum	comm
	Grou	ty	1st Floor, City Hall 435 Hamilton Street Allentown, PA 1.	mary	ents
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	ting	ent	State and County health and child welfare agencies	com	ted
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6	Focu	Gran	PROPOSAL REVIEW WEEK: Third Floor Conference Room, City Hall, 435 Hamilton Street,	Α	All	
	S	t	AllentownThese dates were reserved for all-day work sessions to evaluate testimony from the	sum	comm	
	Grou	Appli	public needs hearings and proposals for CGP funding. These sessions, open to the public, are part	mary	ents	
	р	cants	of the decision-making process for the	of	were	
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7	Focu	Advis	On April 14, 2015 a public meeting was held as part of the Northeast Regional Homeless Advisory	Α	All	\neg
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	S	ory	Board (RHAB meeting. The Northeast-RHAB is a network of Homeless Providers, funders,	sum	comm	
	Grou	Boar	technical assistance providers and other stakeholders located within the PA-509 Continuum of	mary	ents	
	р	d	Care which includes 12 counties in the Northeast PA region. This Continuum is scheduled to	of	were	
	Mee	Mem	merge with the neighboring Continuum establishing a new Pennsylvania Eastern CofC.	the	receiv	
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